



## Section 319 Grant Guidance

### Annual NPS Funds FY 2008

The South Carolina Department of Health and Environmental Control (SC DHEC) requests proposals for the **prevention, control and/or abatement of nonpoint source (NPS) water pollution**. Funds are available to public and private entities in South Carolina including state agencies, cities, colleges and universities, non-profit organizations, etc. A forty percent non-federal match is required.

Under Section 319 of the Clean Water Act, the US EPA awards a Nonpoint Source Implementation Grant to SC DHEC to fund eligible projects that support the South Carolina NPS Management Program. The Section 319 grant funds are limited; therefore, a competitive proposal process is utilized to ensure that the most appropriate and effective projects are selected for funding.

For fiscal year 2008, the State expects to receive annual grant funds from EPA to implement continuing, statewide projects. A portion of the funding is being made available to agencies and organizations outside SCDHEC.

NPS water pollution is a significant cause of water quality problems in South Carolina today. The Section 319 Grant Program presents us all with exciting opportunities to focus our efforts to reduce nonpoint source pollution, thus helping to sustain good water quality and enhance South Carolina's water resources.

**Proposal Deadline**

**July 13, 2007  
5:00 PM**

**If you plan to submit a proposal, please be sure to follow these step-by-step instructions carefully.** Please pay particular attention to the proposal description and sample budget formats. Questions may be directed to staff listed on the bottom of this page.

#### **Eligible Projects:**

*Design and implement a statewide Forestry Best Management Practices Compliance Program. The BMP program will focus on a proactive approach to preventing NPS pollution through aerial detection of harvesting sites, and the offer of courtesy exams by specially trained Forestry BMP Specialists. The courtesy exams should provide forest landowners with site-specific BMP information that can be included in timber sale contracts. The program should also include a water quality BMP training program for timber harvesters. The ideal program would also incorporate an enforceable mechanism to assure compliance with the BMPs.*

#### **Available Funding:**

The maximum available for any project is \$215,000 in federal funds. Budgets should be reasonable for the scope of the project. There is no minimum amount per project.

#### **Contact Information**

**Meredith Barkley**  
NPS Coordinator  
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**Deborah Clemons**  
Grant Coordinator  
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Watersheds and Planning Section Manager  
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## GENERAL PROPOSAL GUIDELINES

### Activities NOT Eligible

Section 319 funds may not be used to implement specific requirements of draft or final NPDES stormwater permits, nor to implement permit application requirements of EPA's storm water regulations. Funds may not be used to pay for requirements under a Comprehensive Nutrient Management Plan for a concentrated animal operation. Finally, 319 funds may not be used to pay for food or certain promotional items.

### Non-Federal Match Requirement

All proposals will provide for a minimum **40 percent non-federal match**. Non-federal match funds may be cash or in-kind services (including volunteer time and donated supplies) and must be from non-federal sources. Match activities must meet the same eligibility requirements as federally funded portions of the grant listed above. The match must be fully documented. Proposals must identify the agency/organization(s) providing non-federal match and amounts.

#### Sample Calculation

$$\frac{\text{Federal Amount Requested}}{60\%} \times 40\% = \text{Match Amount}$$

### Quality Assurance/Quality Control Plan

All projects that include environmental monitoring, measurements, or data generation must have an approved quality assurance/quality control (QA/QC) plan. For projects that involve collecting water quality data, the QA/QC documentation will include a project specific monitoring plan. DHEC laboratory certification is required for any project producing data to be used by DHEC for regulatory purposes. *A copy of the QA/QC guidelines is available upon request.*

### Geographic Information System Data

All activities that have a Geographic Information System (GIS) component must follow EPA/DHEC GIS guidance. If this guidance is not adhered to, the costs associated with GIS may not be eligible for funding or match because nonstandard data may affect the technical competency of the project and cannot be shared with other entities. *A copy of the GIS guidelines is available upon request and DHEC's web site.*

- Include a cover letter indicating the lead organization's Federal Identification Number.
- Submit copies 3-hole punched.
- Submit two original hard copy proposals.
- Submit a diskette using Microsoft Word format or e-mail to **barklemb@dhec.sc.gov**

### Timeline

Proposal Deadline	July 13, 2007
Notification to Grantee	September 1, 2007
Draft workplan to EPA	October 1, 2007

### Deadline

Proposals must be received by 5:00 PM on **July 13, 2007**. (Faxes are not acceptable.) Send or deliver proposals to:

Meredith Barkley  
SC DHEC - Bureau of Water  
2600 Bull Street  
Columbia, SC 29201

## PROJECT SELECTION STRATEGY

Project selection is completed by a NPS review committee. The NPS review committee has expertise in urban activities, wetlands, forestry, water quality monitoring, agriculture, land application of waste, and hydrologic modification.

All project proposals are reviewed and ranked by individual committee members. The NPS review committee meets to review the preliminary project rankings and to discuss the strengths and weakness of the top proposals. The NPS review committee utilizes the scores and committee member's expertise to recommend which proposals will be awarded Section 319 funds. Funding requests normally exceed available grant money; therefore, only the top ranked proposal can be funded.

The agency distributes Section 319 funds through a grant agreement process. This process is not initiated until EPA's final award of the 319 funds to DHEC.

### Proposal Checklist

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## PROPOSAL FORMAT

**PROJECT TITLE:** The project title should identify and describe the project. Limit the length of the title to one line.

**LEAD ORGANIZATION:** The lead organization will be responsible for managing the proposed project. Please include a name of project manager, address, telephone and FAX numbers, and an e-mail address.

**PROJECT ABSTRACT:** The project abstract should include project title, lead organization name and contact information, a federal amount requested, non-federal match to be provided, project start date, end date, location, description, objective, methods, output(s), and expected outcomes. **The project abstract should be limited to one page.**

**COOPERATING ORGANIZATIONS:** All cooperators should be thoroughly familiar with the project before being listed as a cooperator. Cooperators should have substantial involvement in project implementation. The lead project agency should attach project support letters from all cooperating organizations.

**AGENCY/ORGANIZATION FINANCIAL OFFICER OR GRANT ADMINISTRATOR:** Include name, address, telephone and FAX numbers, and e-mail address.

**PROJECT LOCATION:** All eligible projects must be statewide in scope.

**PROJECT OBJECTIVE:** Include a clear statement of the water resource impairment to be addressed. Identify the NPS category: silviculture.

**PROJECT DESCRIPTION:** Describe the project in a clear and concise manner. Provide a discussion, history, or an update of the NPS water quality problem(s) the project will address. Discuss the sources, causes, and severity of water quality impacts related to NPS pollution; the NPS pollution control measures needed; strategies for achieving and maintaining beneficial uses of water; stream miles that are expected to be improved, fully support, or come into compliance with designated uses or water quality standards.

**LIST OF MILESTONES:** List events that will occur throughout the implementation of the project and can be used to track project progress. Include start, completion, and reporting dates, and QA/QC plan approval if applicable. Include quantifiable, specific outputs, such as reports, manuals, videos, maps, meetings, etc.

**SPECIFIC CRITERIA FOR EVALUATION:** Describe the measures and practices of evaluation that will be used. Quantify the expected improvements in water quality. See Measures and Indicators of Progress and Success on page 4.

**PROJECT PERIOD:** Describe the length of the project, which should be no more than one year.

**BUDGET:** Include a detailed budget that correlates costs to the project proposal. Details should include personnel, travel, equipment, supplies, construction, contractual, indirect costs, and other (see below). Projects will be evaluated for cost effectiveness during the selection process therefore, please ensure that the budget is reasonable.

SAMPLE BUDGET FORMAT			
BUDGET CATEGORIES	FEDERAL FUNDS	NON-FEDERAL FUNDS*	TOTAL
Personnel (Salary) Fringe Travel Equipment ( <i>any one item over \$1,000</i> ) Supplies Contractual Construction Other (Specify) Indirect Charges ( <i>Approved Federal Rate. Provide documentation</i> )			
TOTAL			

\* List the source of all non-federal funds.

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## MEASURES AND INDICATORS OF PROGRESS AND SUCCESS

Monitoring and evaluating effectiveness is a critical component of any Section 319 funded project. All projects should contain quantifiable measures and indicators of progress and success. While measuring water quality changes through the use of water quality sampling is the most common evaluation method, there are several other ways to evidence project success. The following list illustrates examples of the many surrogate measures that may be utilized. There are several core objectives for any project, including preserving and enhancing ecosystem health, supporting waterbody designated uses and water quality standards, and reducing or preventing pollutant loadings. Any evaluation methodology should address at least one of these objectives.

For projects that plan to conduct water quality sampling as a measure of effectiveness, essential components include development of a monitoring plan with clearly stated objectives and procedures. A DHEC-approved Quality Assurance/Quality Control Plan is also required, see page 2 of this guidance. For detailed guidance on preparing and implementing a water quality monitoring plan, contact Meredith Barkley.

### WQ Improvement From NPS Controls

Number of river/stream miles, lake acres, and estuarine and coastal square miles that will fully support all designated beneficial uses.

Number of river/stream miles, lake acres, and estuarine and coastal square miles that come into compliance with one or more designated uses (e.g., a river segment that is neither fishable nor swimmable becomes fishable), or with one or more numeric water quality criteria (e.g., achieves a criterion for phosphorus while continuing to exceed a criterion for fecal coliform bacteria).

Demonstrable improvements in relevant surface or ground water quality parameters.

Demonstrable improvements in biological or physical parameters (e.g., increase in diverse fish or macroinvertebrate populations, or improved riparian areas or other measures of habitat).

Opening of previously closed shellfish beds.

Prevention of new impairments (e.g., number of river miles removed from the 303 (d) lists, or number of miles of high-quality waters protected).

### NPS Pollutant Load Reduction

Reductions in pollutant loadings from NPS in priority watersheds identified.

Statewide reduction in NPS pollutant loadings. In the case of NPS pollution which may result from activities conducted in the future, prevention or minimization of new loadings, and/or offset of new loadings by reductions from existing sources.

Reductions in frequencies, or prevention of increases, of peak flows in developing or developed areas.

### Public Education, Awareness, and Action

Participation rates in education programs specifically directed to solving particular NPS pollution problems.

Statistically-based survey of public awareness, knowledge, and action to measure changes in attitudes and action over time.

Participation rates in various NPS, such as citizen monitoring and watershed resource restoration activities.

Participation rates in various public awareness and education efforts.

### Implementation of NPS Controls

Number of measures implemented in watersheds with impaired waters (e.g., number of on-the-ground practices implemented that reflect, for example, the "best practicable" approach to solve the identified problem.).

Percentages of "needed" measures implemented in watersheds of impaired waters annual progress in implementing a watershed project can be shown by the number of BMPs installed.)

Number of approved or certified plans written to address pollutant of concern, e.g., erosion and sediment control, storm water, or nutrient management.

Statistically-based survey of implementation rates, e.g. results of State-approved BMP use and effectiveness surveys.

**ALL MEASURES AND  
INDICATORS OF  
PROGRESS AND  
SUCCESS SHOULD BE  
QUANTIFIABLE.**